

memorandum

DATE: Jan 29, 2002

REPLY TO:
ATTN OF: EM-5 (W. Boyce:6-8856)

SUBJECT: Defense Nuclear Facilities Safety Board (DNFSB) Recommendation 2000-2
Implementation Plan Commitment No. 20, Annual Review of Environment, Safety &
TO: Health (ES&H) Assessments

Distribution

The purpose of this memorandum is to provide guidance on your responses for commitment No. 20 of the Implementation Plan for DNFSB Recommendation 2000-2 which reads:

"Annually, LPSOs will review the results of ES&H assessments performed during the previous year and provide the Secretary with a summary report for each of their sites."


DOE Notice 231.1, which was approved on January 15, 2002, institutionalizes this commitment. Although there may not be sufficient time to fully implement DOE N231.1 and its Contractor Requirements Document for the CY2001 report, Attachment 2 of the Notice should be followed in lieu of section 4.3 of the Implementation Plan to the extent practical. Field reports will be due by the end of March rather than the February schedule specified in the Implementation Plan.

Field/Operations Office summary reports will be included as attachments to the EM report to the Secretary. Field narrative reports should stand alone and not be dependent on extensive lists of assessments, which will not be forwarded to the Secretary. Assessment summaries for each major site reporting to the field/operations office should be distinguishable to the extent possible. The field reports for CY2001 report should be concise (2 to 10 pages per field/operations office), executive summary style, with minimal technical jargon, addressing the following issues from DOE N231.1 for each site:

- *Describe the implementation of DOE P450.5 ... and ISM* This is a brief description and should not duplicate the summaries below. The process for assuring operability of safety systems, including important defense-in-depth systems, and supporting programs should be described in sufficient detail to demonstrate that they are being assessed as part of the ES&H assessment process.
- *Summarize the scope and schedule of ES&H assessments* This is a narrative, not a list. Assessments may be grouped by type rather than individually discussed.
- *Summarize the significant issues* This section requires a summary of significant issues, corrective actions to address significant issues, and status of incomplete actions for previously identified significant issues. Emphasis is on the word "significant." Note any issues where the field manager has requested assistance. Briefly analyze results that are linked to safety systems and related programs.

- *Discuss any lessons learned and any improvements* This applies only to significant lessons and significant improvements. An example would be the institutionalization of a Phase II type assessment program.
- *Appendix list of ES&H assessments.* Rather than list every assessment individually, assessments may be combined or consolidated by type. In order to be responsive to DNFSB 2000-2, those assessments that include safety systems (including important defense-in-depth) or programs related to safety systems should be identified. A suggested format is attached, including examples of the level of detail that would be suitable. Additionally, provide a copy of the 2001 integrated assessment schedule if available.

Field/Operations Offices where Environmental Management (EM) is the Lead Program Secretarial Office (LPSO) should submit summary reports to the Office of Safety, Health & Security by March 29, 2002. National Nuclear Security Administration Tritium facilities at Savannah River Site (SRS) may be included in the SRS report. Please provide an electronic copy of your response to henry.himpler@em.doe.gov. Where EM is not LPSO, EM assistant managers should provide Mr. Himpler an electronic copy of summary EM input to the Defense Programs or Office of Science lead. Mr. Himpler can be reached at (202) 586-0675 if there are questions.


 Beverly Cook
 Acting Director of Site Operations
 Office of Environmental Management

Attachment

Distribution:

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Attachment: Example List of ES&H Assessments

Table of ES&H Assessments				
Assessment Type/Scope	Performing Organization	Number of Assessments		Safety Systems and Related Programs Included
		Total	Safety Systems and Related Programs	
<i>Configuration Management</i>	<i>Contractor Self-Assmt. Office</i>	<i>32</i>	<i>14</i>	<i>All VSS in Facilities A, B, and E</i>
<i>Accuracy of Drawings</i>	<i>DOE Site Office</i>	<i>1</i>	<i>1</i>	<i>Facility X Confinement Ventilation</i>
<i>Fire Alarm Operability</i>	<i>Contractor Line Management</i>	<i>315</i>	<i>57</i>	<i>All site fire alarm systems</i>
<i>Accuracy of injury/illness reporting</i>	<i>DOE Field Office</i>	<i>2</i>	<i>0</i>	
<i>System Engineer Walkdowns</i>	<i>Contractor Facility Management</i>	<i>116</i>	<i>116</i>	<i>All VSS at all Facilities</i>
<i>DNFSB 2000-2 Phase I</i>	<i>Contractor Line</i>	<i>91</i>	<i>91</i>	<i>All VSS in Appendix E</i>
<i>DNFSB 2000-2 Pilot</i>	<i>HQ Team</i>	<i>1</i>	<i>1</i>	<i>Facility Z CVS</i>
<i>DNFSB 2000-2 Phase II</i>	<i>DOE Field Office/Contractor Team</i>	<i>2</i>	<i>2</i>	<i>Facility A Fire Protection and CVS</i>